

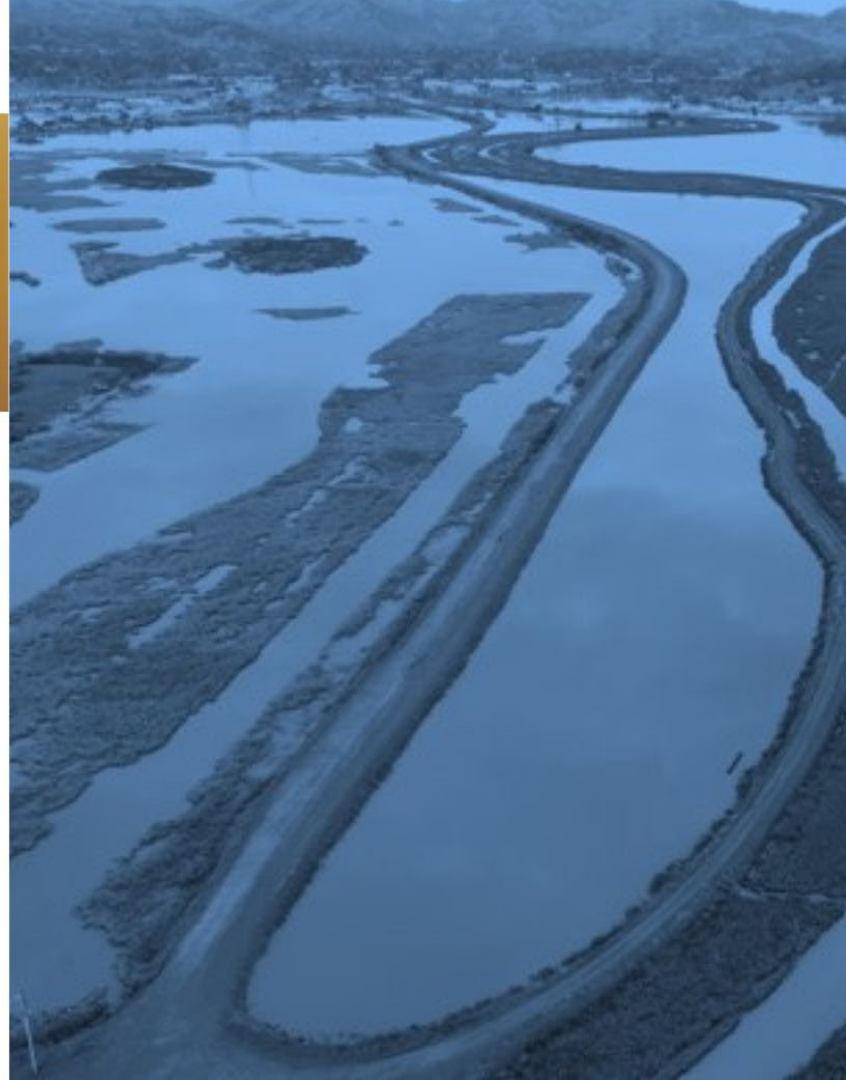


CELEBRATING
25 YEARS
OF
STEWARDSHIP



BOARD MEETING

February 7, 2025





01

Welcome and Call to Order – Roll Call and Introductions



02

Election of Board Officers



03

General Public Comments



04

Agenda and Past Meeting Minutes Review

Treasurer's Report

North Bay Watershed Association Board Meeting - Agenda

February 7, 2025 | 9:30 – 11:30 a.m.

MEETING WILL BE HELD AT THE

Novato Sanitary District
500 Davidson Street, Novato, Ca. 94945

For those wishing to attend virtually

Join Zoom Meeting:

<https://us02web.zoom.us/j/81630673971?pwd=dm94TXJCRWMyWFBuc3U5V2pTsmNRZz09> Meeting

ID: 816 3067 3971 Password: 216460

Agenda and materials will be available the day of the meeting at: www.nbwatershed.org

AGENDA

Time	Agenda Item	Proposed Action
9:30	Welcome and Call to Order – Roll Call and Introductions <i>Jean Mariani, Chair</i>	<i>N/A</i>
9:35	Election of Board Officers <i>Andy Rodgers, Executive Director</i>	
9:40	General Public Comments This time is reserved for the public to address the Committee about matters NOT on the agenda and within the jurisdiction of the Committee.	<i>N/A</i>
9:45	Agenda and Past Meeting Minutes Review <i>Jean Mariani, Chair</i> Treasurer's Report <i>Jean Mariani, Chair</i>	<i>Approve/ Review</i> <i>Accept</i>
Guest Panel Presentations—Air Quality Protection Requirements and Potential Implications & Resources for NBWA Agencies		
9:50	Guest— Advanced Clean Fleets Regulation - State and Local Government Agency Fleet Requirements <i>Andrew Reyes, Air Resource Engineer, California Air Resources Board</i> Andrew will discuss key components within the Advanced Clean Fleets (ACF) regulation requirements such as deadlines, flexibility options, extensions, and exemptions for public agencies. Guest—Clean Truck Check Program <i>Dylan Seidner, Air Pollution Specialist, California Air Resources Board</i> Dylan will provide a high-level overview of the Clean Truck Check (CTC) Program requirements such as reporting, testing, exemptions, and fees for California public agencies.	<i>Presentation slides</i>

10:10	Guest—ZEV Fleet Considerations for Public Agencies <i>Brent Johnson, PE, Vice President, Clean Transportation NV5</i> Brent will discuss key elements for public agencies to consider for compliance with California's ZEV regulations, including transition planning, charging infrastructure, utility coordination, funding, and procurements.	<i>Presentation slides</i>
10:30	Guest—PG&E EV Fleet Resources <i>Dean Kumesb, EV Fleet Advisor, Clean Energy Transportation</i> Dean will provide an overview of PG&E resources for electrifying a MD/HD fleet: EV Fleet Advisory Services, EV Fleet Program, BEV Rate, Savings Calculator.	<i>Presentation slides</i>
10:50	Executive Director Report <i>Andy Rodgers, Executive Director</i> Andy will provide updates on activities since the December 6 Board meeting, including active projects, recent meetings, regional programs and initiatives, communications, and committees. Andy will outline ideas for next and future Board meeting topics and solicit feedback.	<i>ED updates, Board questions, and input</i>
10:55	Small Grants and Scholarship Programs <i>Andy Rodgers, Executive Director</i> Andy will provide an overview of the draft Small Grants and Scholarship Program outline for Board consideration and approval.	<i>Review/ Approve</i>
11:00	NBWA FY 2025/26 Draft Workplan Overview <i>Andy Rodgers, Executive Director</i> Andy will provide an overview of a draft workplan for next fiscal year and receive feedback.	<i>Presentation slides</i>
11:10	Board Information Exchange <i>Members</i> Members will highlight issues and share items of interest.	<i>N/A</i>
11:25	Agenda Items for Future Meetings <i>Andy Rodgers, Executive Director</i> Andy will outline ideas for next and future Board meeting topics and solicit feedback.	<i>N/A</i>
11:30	Announcements/Adjourn Next Board Meeting: March 7, 2025	<i>N/A</i>

Treasurer's Report



NORTHBAY WATERSHED ASSOCIATION TREASURER'S REPORT JULY 1 - JANUARY 31, 2025

RESERVE CLASSIFICATIONS:

Operating Reserve	Amount
1 Beginning balance	\$ -
2 Funds transfer in - unassigned reserve	-
3 Funds transfer out - unassigned reserve	112,645.00
4 Ending balance	<u>\$ 112,645.00</u>
<i>Board approved reserve target (50% of operating expenses)</i>	
	\$ 112,645.00
Unassigned Reserve	Amount
1 Beginning balance	\$ 570,016.59
2 Change in fund balance	72,697.60
3 Total collections	170,688.07
4 Total disbursements	(97,990.47)
5 Funds transfer in - operating reserve	-
6 Funds transfer out - operating reserve	(112,645.00)
7 Ending balance	<u>\$ 530,069.19</u>
Fund Balance as of beginning of fiscal year	
	570,016.59
Fund Balance as of current month end	
	<u>\$ 642,714.19</u>

REVENUE COLLECTIONS:

Collection Description	Amount
1 FY23-24 Annual Membership Due - Bel Marin Keys	\$ 3,506.90
2 FY24-25 Annual Membership Due collections	165,061.30
3 Bank interest - August-January 2025	2,119.87
Total Collections	<u>170,688.07</u>

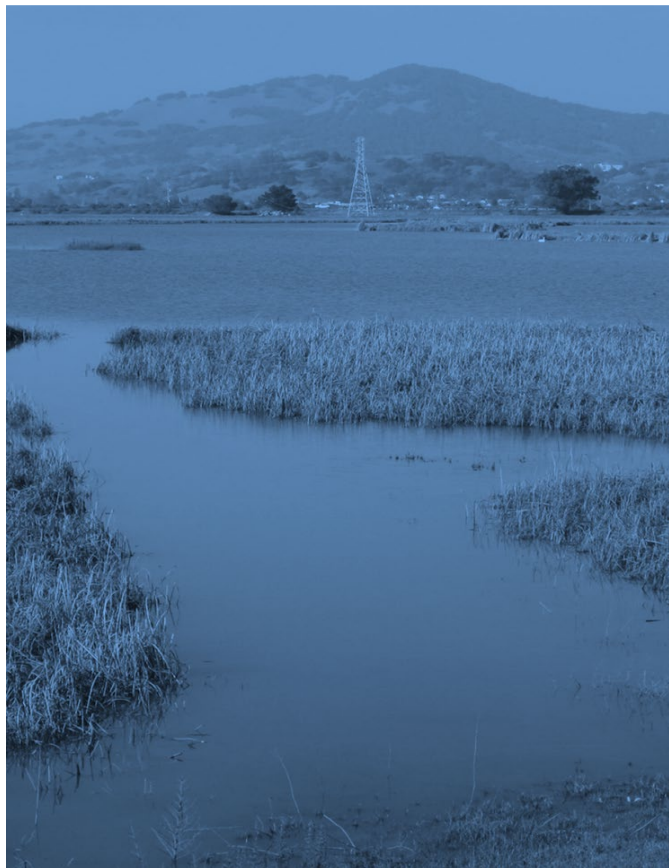
EXPENDITURE REMITTANCES:

Remittance Description	Amount
1 Prof Srvs: Data Instincts, July-November 2024	12,922.50
2 Prof Srvs: West Yost, July-December 2024	76,179.27
3 Prof Srvs: SFEI, July-September 2024	1,688.63
4 2024 Watershed Symposium Sponsorship (Steelhead)	3,000.00
5 Prof Srvs: Central Marin Sanitation Agency, Treasurer Services setup cost	3,770.13
6 Office supplies: NBWA bank account check stock	183.77
7 Bank fees - August-January 2025	246.17
Total Remittances	<u>97,990.47</u>
Change in Fund Balance	<u>72,697.60</u>
Fund Balance as of beginning of fiscal year	570,016.59
Fund Balance as of current month end	<u>\$ 642,714.19</u>
Operating cash reserves	\$ 112,645.00
Unassigned reserves	530,069.19
Total reserves	<u>\$ 642,714.19</u>



04

Guest Panel Presentations: Air Quality Protection Requirements and Potential Implications & Resources for NBWA Agencies



Advanced Clean Fleets Regulation – State and Local Government Agency Fleet Requirements

*Andrew Reyes, Air Resource Engineer, California
Air Resources Board*





Clean Truck Check Program

*Dylan Seidner, Air Pollution Specialist,
California Air Resources Board*

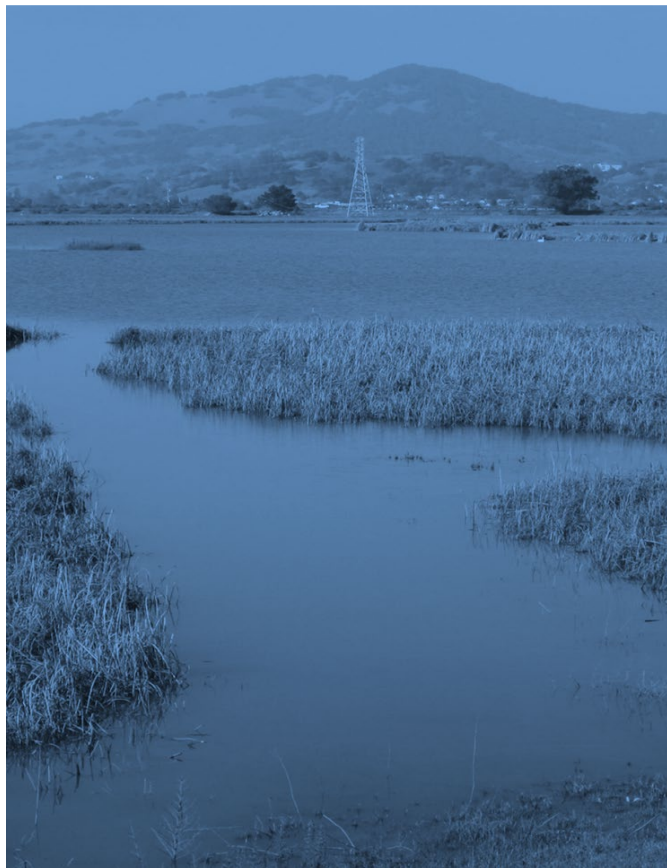




ZEV Fleet Considerations for Public Agencies

*Brent Johnson, PE, Vice President
Clean Transportation NV5*





PG&E EV Fleet Resources

*Dean Kunesh, EV Fleet Advisor,
Clean Energy Transportation*





06

Executive Director Report

Highlights



Updates since last meeting

- ***NBWA Board meeting and walking tour of headquarters and facilities on December 6. Thank you, [Point Blue Conservation Science](#)!***
- Attend coordinated Napa-Sonoma GSAs meeting with DWR on Dec 16
- Attend CASQA legislation subcommittee meeting on January 22



Administrative Activities

- ***Develop FY 2025/26 workplan***
- ***Coordinate February board meeting panel***
- Calendar scheduling
- Coordinate with Board Chair and Treasurer
- AR – Membership dues
- AP – Subconsultants
- Updated website and meeting packet information



Communications

- Manage/progress NBWA social media program
- ***Meet with SSU CEI faculty on January 14 to progress workforce development initiatives borne from 2024 NBWA conference***
- Research, outreach, and communications with members and subject matter experts regarding development for future Board topics

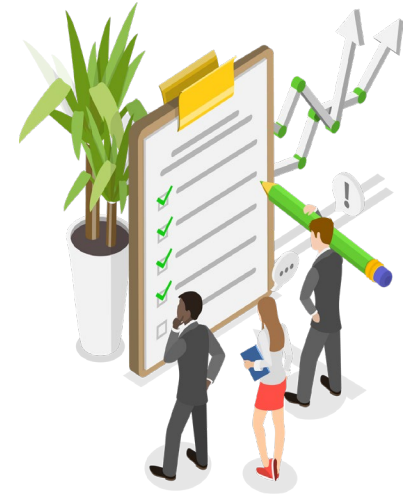


Committees

- ***Small Grants and Scholarship Subcommittee meeting on January 21***
- Research and communicate with potential grant and scholarship partners
- Research member funding opportunities i.e. CalSIP and status of Prop 4

Small Grants and Scholarship Programs

- Subcommittee met January 21
- Subcommittee includes:
 - Pamela Meigs, Ross Valley Sanitation District
 - John Shribbs, City of Petaluma
 - Elizabeth Patterson, Solano County Water Agency
 - Rob Carson, MCSTOPPP
 - Sabrina Marson, NBWA staff
 - Andy Rodgers, NBWA staff



Proposed Program

Core Principles:

- Advance NBWA mission
- Yield regional benefits
- Create simple program - w flexible/adaptable process
- Produce effective results

Initiative Goals:

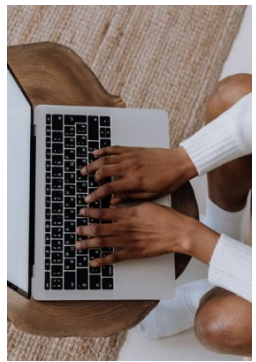
- Support local entities and individuals
- Promote innovation and opportunities
- Support proactive youth engagement
- Augment water industry programs: education, experiences, and workforce development

Key Focus Areas:

- Resiliency/Adaptation
- Foster collaborations
- Benefit disadvantaged communities
- Support meaningful projects
- Leverage existing programs and local expertise

Program Outcomes: Measurable environmental and community benefits.

Proposed Program Overview



- **Total FY 2024/25 Program Funding: \$60,000**
 - Small Grants: \$50,000
 - Scholarships: \$10,000
- **NBWA Board:** Annual review of funding allocation
- **Staff/subcommittee:** Set dates for application submission and review timeline
- **Staff/subcommittee:** Application review and prepare funding recommendations
- **NBWA Board:** Approve and award scholarships and grants
- **Fund Rollover:** Unused funds roll over to the next year's program
- **Returned Awards:** Credited back to the Program
- **Funding Duration:** One time, no guarantee of future funding
- **Program subcommittee:** Review and recommend funding adjustments and/or replenishment for Board consideration

Small Grant Administrative Categories:

1. **Project and Educational Program Development Grants (application required)**
 - Projects (i.e., focused on achieving goals within a set timeframe)
 - Developing/Implementing Educational Programs
2. **Board Initiated Grants (application optional)**
 - Board may make grants to deserving recipients on its own initiative and timeline.
3. **Eligible Recipients include:**
 - Non-profit 501(c)(3) organizations
 - Municipalities
 - Tribes
 - Public/Private Educational Institution
 - Projects/Programs benefiting NBWA residents

Scholarship Administrative Categories:

1. **Conference Access Scholarship (also known as the Carl Morrison Conference Scholarship)**
 - Up to \$500 per scholarship
 - NBWA sponsored events
2. **Watershed Education Scholarship**
 - Up to \$1,000 per scholarship
 - Scholarships awarded annually
 - Any age
 - Reside or work within the NBWA boundary
(lands draining to the San Pablo Bay)
 - For any educational institution or purpose



Timeline and Next Steps



Recommendation

1. Staff recommends the Board adopt the Small Grants and Scholarship Program.

**VOTE:
TWO-THIRDS MAJORITY**

1 & 2 Quarter 2025 Outlook

- **Board meetings:**

- March 7
- April 4
- May 2
- June 6

25-year celebration?!

- Prepare to plan 2026 Biennial Conference!
- Continue to participate in and influence regional resiliency initiatives
 - Watershed networks
 - Funding – convene JTC for Prop 4
 - Workforce development
- Launch Small Grants and Scholarship Program!
- Advance plan for convening North Bay Environmental Education Roundtable
- Finalize FY2025-2026 Work Plan





UPCOMING 2025 SCHEDULE

07

MARCH

BOARD MEETING

04

APRIL

BOARD MEETING

02

MAY

BOARD MEETING

06

JUNE

BOARD MEETING

Social and 25-year celebration?

First Friday of every month - Except of course for holidays!
www.nbwatershed.org/events



07

NBWA FY 2025/26 Draft Workplan Overview

Updates to the 2025/2026 Work Plan

Restructuring

- To better align with current goals and priorities, the structure of our work plan categories will be updated.
 - Existing framework has remained unchanged for many years and needs to better reflect organizational logistics and priorities.

Overhead and General Benefit Projects	
A - Overhead	
1	Board Meetings/Workshops
2	Board Meeting Minutes
3	Agency Coordination
4	Administrative Steering Comm.
5	Program Development
6	Finance/Accounting Support
B - General Benefit Projects	
7	Public Outreach Materials
8	Committee Activities
9	Website
10	Data Management
11	Legislative Action*
12	Joint Technical Committee
13	NBWA Conference Expense
14	NBWA Conference Support
15	Update of IRWMP and Funding Advocacy
16	Contingency Reserve

Restructuring aims to

1. Enhance efficiency
2. Improve focus
3. Better support our evolving objectives
4. Align with CMSA ledger systems

Overhead and General Benefit Projects	
A- Overhead	
1	Board Meeting and Field Trip Administration
a	Board Meetings/Field Trip (West Yost)
b	Board Meeting Minutes (West Yost)
2	Leadership and Coordination Services
a	Agency Coordination (West Yost)
b	Committees Administration (Steering, Joint Technical, Other) (West Yost)
3	Treasurer and Controller Services
a	Finance/Accounting Support (CMSA)
B- General Benefit Projects	
1	Communication and Information Management
a	Public Outreach Materials (Data Instincts)
b	Website (SFEI)
c	Data Management (West Yost)
2	Regional Organizational Coordination and Legislative Efforts
a	Committee Activities and Initiatives (West Yost)
b	Legislative Action*
c	Regional Alignment and Strategic Funding (West Yost)
3	Conference Management and Logistics
a	NBWA Conference Expense
b	NBWA Conference Support (West Yost) & (Napa RCD)
4	Small Grant and Scholarship Program Administration and Management
a	Admin (West Yost)
b	Small Grant
c	Scholarship
5	Financial Reserves
a	Operating Reserves
b	Contingency Reserve

Proposed FY2025/26 Work plan Updates

Reinstate Incorporation of Annual Updated Member Operating Budgets

- Member dues have been frozen since 2016/2017 Member Operating Budget levels, not tracking with inflation.
- In accordance with the MOU, member operating budgets shall be used in preparation of annual work plans.

17. Allocation of Costs.

(a) Costs for work described in Parts A and B of the annual work plan shall be allocated equally among each of the Member agencies as follows:

(i) One half of these costs shall be allocated equally among each of the Member agencies;

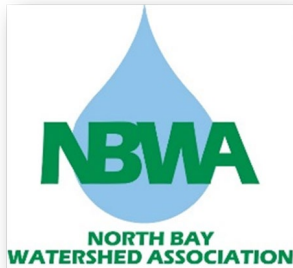
(ii) One half of these costs shall be allocated among Member agencies in proportion to each agency's annual operating budget.

(iii) the allocation of costs to Associate Members for work described in Parts A and B of the annual work plan shall be determined by the Board of Directors on a case-by-case basis.

(b) Costs for work described in Part C of the annual work plan shall be allocated among those agencies participating in the programs in direct proportion to the benefits received by each agency in a manner established by the Board of Directors at the time each program of specific benefit is approved or revised.

FY2025-2026 OUTLOOK

- Eight Board meetings
- 2026 Biennial Conference!
- Field Trips/meetings
- Two skip months (Aug and Jan)
- Manage Scholarship and Small Grants Program
- Support North Bay Water Resiliency Workforce Development Initiatives
- Facilitate Convening a Regional Environmental Education Roundtable
- Participate in IRWM, Roundtable of Regions, & other regional programs
- Position for Regional, State (Prop 4), Federal funding





08

Board Information Exchange

Announcements/Adjourn

Next Board Meeting: March 7

2025 Board Meeting Schedule

Unless otherwise noted, meetings are held in a hybrid format.

In-person location details are sent out closer to the meeting date.

- March 7
- April 4
- May 2
- June 6

